

Fund Information Sheet

Challenge Cost Share Program - CCSP

Purpose and Scope:

The purpose of the Challenge Cost Share Program (CCSP) is intended to increase participation by qualified partners in the preservation and improvement of National Park Service natural, cultural, and recreational resources; in all other authorized Service programs and activities; and on national trails. NPS and partners should work together on projects with mutually beneficial, shared outcomes.

The purpose of the Challenge Cost Share Program – Director’s Share is for projects that are national in scope or address diversity. The final selection of these projects is by the Directorate.

The maximum CCSP award is \$30,000, the minimum is \$3,000.

The CCSP is a matching fund program. An equal amount of eligible and matching share (minimum 50%) of cash, goods, or services from non-federal sources is required. Eligible and allowable sources for the non-federal share are defined in Attachment A, Eligible Costs and Valuation.

Projects selected should generally be able to be completed within one year.

Projects must be consistent with park planning documents or national trail planning documents. Partnership projects should be consistent with similar planning documents or address a critical resource threat or unmet public need.

National Trails System Earmark Priorities: 1/3 of National CCSP funds is earmarked for National Trails System Projects. The National Trails Systems Act (16 U.S.C. 1241-51), defines four categories of trails, which together make up the National Trails System: national scenic trails, national historic trails, national recreation trails, and side-and-connecting trails. In addition, rails-to-trails projects are created under this Act. Therefore, funds from this earmark must relate directly to projects on one of these five types of trails. These funds should not be used for trails within park units or partner trail projects outside park areas unless they are identified with National Trails System authorities. The kinds of projects (and program offices) which would qualify include:

- national scenic and historic trails (trail field offices);
- NST and NHT segments in parks (park superintendents or trails foremen);
- national recreational trails (RTCA or technical assistance staffs);
- rail-trail projects (RTCA).

Related Programs: The National Park Foundation (NPF) operates a competitive program which makes grants directly to park projects in the areas of education, interpretation, and preservation or conservation projects involving volunteers. NPF encourages proposals involving partnerships with other organizations and agencies, including park “friends” groups and cooperating associations. NPF grants can be used to match CCSP funds. For information and application instructions, NPF’s phone is (202) 785-4500.

The National Park Service has a variety of partnership programs. Some provide direct federal assistance to projects and others provide funds through state and local governments. These programs may provide advice or technical assistance for your CCSP project but they are considered federal sources and are therefore not eligible for CCSP match. Consult your Support Office to learn more about these programs.

Call Info, Number of Projects:

CCSP – Region’s Share *and* CCSP – Trails:

Each unit may submit the following number of projects.

Two (2) per park unit (one per fiscal year).

Twenty (20) per partnership program for the Region (ten per fiscal year).

Units may submit applications on behalf of their partners. Partners may include National Historic Landmarks, National Natural Landmarks, National Trail, and other owners or managers of historic or natural resources whose proposed projects promote the program purpose. *Projects submitted by parks on behalf of their partners may be submitted in addition to the park’s own projects.*

CCSP – Director’s Share:

Two (2) per park unit (one per fiscal year).

There are no absolute limits on SO or RDO submissions, but program managers should coordinate to ensure that the highest priority, competitive projects are submitted and that a reasonable number of projects are submitted.

From the submissions, the CCSP Committee will select Regional projects to forward to Washington. The final selection of projects is by the Directorate.

Call Info, General:

It is most beneficial to 1) build consensus in establishing priorities, and 2) promote the widest partnership. Toward that end, parks should inform and consult related program staff in the Support Office, and Support Offices should inform management at the parks in the proposed project area.

Prior CCSP fund recipients are not eligible for additional CCSP funding until a project completion or project status form covering any prior year award has been received by the CCSP Fund Manager. See Attachment E, Project Completion Form.

If a CCSP project is part of larger project, the scope of work for the CCSP portion of the project must be specified.

A Complete Application Package is required as follows:

A project in PMIS specifically addressing the Project Evaluation Criteria;

A two-page application narrative, see Attachment C, Application

A one-page Budget Narrative, see Attachment F, Guidance for Budget Narrative

A one-page Budget Summary, see Attachment D, Budget Summary

Application must indicate the fiscal year for which the project is being submitted.

Project Evaluation Criteria:

The project narrative should respond to the following criteria:

1. **MERIT:** Clearly state the objectives, tasks, and activities with a schedule of beginning and ending dates, and identify appropriate expertise that will be available to assure applicable standards will be applied and met. NOTE: As a rule, a project should be a one year, "stand alone" effort, not dependent on additional future phasing or subsequent year CCSP funding.
2. **COST-EFFECTIVE:** Ensure that the budget narrative (breakdown) details are (a) sufficient, (b) necessary, and (c) reasonably valued costs for materials and services to complete proposed work within the scheduled time frame.
3. **STRONGER PARTNERSHIPS:** List the partner(s) who will participate in the project. State how all parties involved in the project will benefit from its completion. State how the work will potentially strengthen a cooperative relationship between NPS and the partner(s). For example, how is this partnership innovative or creative? How will this partnership result in new approaches, solutions technology, and/or skills that may serve as a model to other NPS units or partners? Are there more than two partners? What, if any, are the plans for publicity for the CCSP project?
4. **LIKELIHOOD OF COMPLETION:** State how the project will produce tangible, preferably measurable, results or product(s) within a given time frame (preferably within one year).
5. **EQUAL OR GREATER ELIGIBLE NON-FEDERAL CONTRIBUTION:** Ensure that the non-federal contribution(s) is (a) at least 50% of the CCSP share; and (b) all costs detailed in the budget narrative are directly related, necessary, eligible, and properly valued in accordance with 43 CFR 12. (See ELIGIBLE COSTS AND VALUATION.) The contribution may be cash or in-kind. State if there is greater than 50% non-federal contribution directly related to the CCSP project (note: only the scope of work of the CCSP project should be considered in calculating the matching share). If the CCSP project is part of a larger project, state how the CCSP project will potentially improve the larger project.
6. **PROJECT SIGNIFICANCE:** How well does the project address the relationship to the area's principle resource or purpose?
7. **UNMET PUBLIC NEED OR THREAT TO RESOURCE:** What is the unmet public need? What is the nature of the threat (if any) and how will the project protect the resource?
8. **REGION-SPECIFIC INITIATIVES:** Projects that involve education, training, and/or diversity are encouraged.

Documentation and Reporting Requirements:

Credit and Visibility: NPS financial assistance must be identified in publications, videos, films, and signs. If the recipient disseminates the findings or project products in professional journals, books, film, video tape or conferences, a copy of all such materials should be sent to the NPS CCSP Fund Manager as these become available, even if they appear after completion of project work. No party may unilaterally publish a joint publication without consulting the other party. The following acknowledgement and disclaimer must be included in the publications:

This [research][project] was supported by the National Park Service's Challenge Cost Share Program. Points of view are those of the author(s) and do not necessarily represent the position of the Department of the Interior.

Agreement Instruments: A cooperative agreement or a contract must be executed when CCSP funds are to be transferred to a partner. An SF-424 is also required.

Public Law 104-208, the Omnibus Consolidated Appropriations Act of 1997, gave broad authority to NPS to use cooperative agreements. The Act states:

“The National Park Service may...enter into cooperative agreements that involve the transfer of National Park Service appropriated funds to State, local and tribal governments, other public entities, educational institutions, and private non-profit organizations for the public purpose of carrying out National Park Service programs pursuant to 31 U.S.C. 6305...”

Specifying NPS' Substantial Involvement: Both the partner's CCSP work and NPS' substantial involvement are to be clearly stated in the CCSP application (at question 7) so that, if funds are transferred to the partner's organization, NPS' substantial involvement can be stated in the cooperative agreement.

The following is the *minimum* NPS role that may justify substantial involvement:

NPS will assign (name and title) as project manager to work with (name of applicant) to coordinate NPS' role in the project.

NPS will assign the following personnel to work on the project: [Cite numbers of personnel, titles or relevant skills, and other details necessary to describe the skills NPS will provide to the project.]

NPS will perform the following activities and tasks:
[List activities and tasks in measurable terms.]

It is recommended that the partner's objectives, major work activities and schedule be inserted into the agreement; and the approved budget is inserted into or attached to the cooperative agreement.

Project Completion Forms: The one-page Project Completion Form (Attachment E) is intended to give information for reporting and publicizing CCSP results, and to show that

funds were accountably spent for planned results. This report is required for all CCSP projects. For those projects for which (1) planned work has not been completed during the CCSP year, or (2) work was intended to be phased or stages, a one-page “Project Status Form” is used. A “final” Project Completion Form must be completed when work is done.

Fund Management:

FUND MANAGER: Bonnie Halda, Stewardship & Partnerships Team, Philadelphia Support Office (215) 597-5028

Committee Membership consists of: Six standing members who may select additional technical support specialists as needed. Standing members shall have knowledge of partnership programs and include the Fund Manager (1), one representative from each Cluster (3), and one representative from each SO (2).

ELIGIBLE COSTS AND VALUATION

Project costs must be not only reasonable and necessary to complete project work, but must also be (a) allowable; and (b) valued according to the appropriate Office of Management and Budget Circular cost principles (Department of the Interior regulations at 43 CFR 12). Grants staff in Regional Offices are familiar with these Circulars.¹ The following are important basic elements:

1. Allowable in-kind (non-cash) contributions are defined in OMB Circular:

- A-87 -- for Agreements with governments;
- A-122 -- for Agreements with non- profits; or
- A-21 -- for Agreements with educational institutions.

Matching share is also covered in OMB Circulars A-110 (administrative requirements for universities or non-profits) and A-102 (for governments and Indian tribes).

2. Non-federal Partner matching share must be cash or goods, volunteer labor or services, equipment, or other necessary items that would have had to be purchased to carry out the project if it were not contributed. For example:
- a. *Donated supplies or loaned equipment:* If a partner donates supplies, the contribution is valued at the market value of the supplies at the time of donation. If the partner donates equipment, but retains title, the contribution is valued at the fair market rental value of the equipment.
 - b. *Volunteer services:* In brief, donated services are valued at the rate for "similar work." That is:
 - (1) In-kind services provided by a government or university partner is valued according to rates paid by the partner to its employees for performing similar work. If the partner does not have employees performing similar work, the applicable rate is that paid by other employers for similar work in the labor market in which the partner competes for services.
 - (2) If other organizations other than the partner provides at no cost the services of an employee, these services are valued at the employee's regular rate of pay (except fringe benefits and overhead), provided the services are in the same line of work for which the employee normally is paid. If the services are in a different line of work, then the rules for volunteer work apply.
3. Federal funds cannot match Federal funds. To be counted as matching CCSP Cost-share, the contribution may come from any non-federal government entity, private individual or organization, charitable group, or private business. Funds provided directly from Federal sources or Federal agencies are NOT ELIGIBLE to be "counted" as matching share or cost-sharing, but these contributions may be separately listed to the extent those contributions contribute to the project (see the sample Budget Narrative, Attachment F).

In other words, proposed matching funds from--for example--a State agency or public university for researcher salaries must first lose the "Federal character" of the funds. This usually occurs by that program's legislation stating that its Federal funds may be considered non-federal funds able to match other Federal money upon receipt. Community Development Block Grant (CDBG) funds are one example of Federal monies stated in law to have lost its Federal character upon receipt by a local government. Also, in some cases, a State agency may show that the Federal funds reimbursed prior expenditures, and thus their proposed CCSP match has come from the State's General Funds account.

In sum: A partner organization that receives, or an individual who is paid by, Federal funds may be a project partner and listed in the project budget (column 4), but the Federal funds cannot be claimed as matching share.

4. Generally, CCSP money shall not be used to fund "regular" ONPS activity. This includes routine maintenance or other normally budgeted park operational activity. The following is not to be charged to a CCSP project:
 - a. Salaries or wages or day labor of National Park Service staff, including supervisory costs;
 - b. NPS travel unless part of the project work plan; and
 - c. Computer equipment purchase unless justified in the application.

Where CCSP funding is part of a larger project, only the scope of work of the CCSP project should be considered in calculating the matching share amount to be applied to CCSP.

PROJECT APPLICATION CONTENT

1. APPLICATION: In addition to PMIS, the application consists of a three item "package."
 - a. A two-page application narrative (Attachment C).
 - b. A one-page "Budget Narrative."
 - c. A one-page Budget Summary (Attachment D).
2. BUDGET NARRATIVE: As shown in Attachment F, BUDGET GUIDANCE, the one-page Budget Narrative details the calculations and cost assumptions for estimated project costs. This detail is needed so that reviewers can clearly (a) relate proposed costs to the planned work; (b) verify costs according to the OMB Circulars; and (c) assess cost reasonableness based on the calculations. For example:
 - a. Personnel cost estimates should show the amount of time to be spent by personnel involved with the project and the total associated costs (see Attachment F).
 - b. Consultant costs, if any, should give calculations supporting costs plus an explanation of the basis of proposed costs.
 - c. Indirect costs: Indirect cost percentage amounts may be limited in order to maximize CCSP funds for costs necessary to carry out the project. If CCSP funds are claimed for indirect costs, a copy of the partner's current Federal agency-approved indirect cost rate agreement must be enclosed with the application.

FY

Challenge Cost Share Program Application

<p>1. Project Name: _____</p> <p>NPS Areas of Project: _____</p> <p>Will CCSP money/resources be transferred by NPS To Partner through cooperative agreement?</p> <p>_____ YES _____ NO</p> <p>If yes, attach information showing NPS' substantial involvement. Refer to Question 7(c).</p>	<p>4. Partner Authorized Official: _____</p> <p>Title/Position: _____</p> <p>Address: _____</p> <p>Phone No.: _____</p> <p>Fax No.: _____</p> <p>Application official responsible for fiscal matters: _____</p>
<p>2. CCSP Share: \$ _____</p> <p>Applicant Share: \$ _____</p> <p>Total CCSP Project: \$ _____</p> <p>Other Contributions: \$ _____</p> <p>_____</p> <p>3. Estimated Start Date: _____</p> <p>Estimated End Date: _____</p>	<p>5. NPS Office: _____</p> <p>Address: _____</p> <p>_____</p> <p>_____</p> <p>NPS Project Contact: _____</p> <p>Telephone: _____</p>
<p>6. Project Summary: in 400 words or less, concisely describe the most important elements in this space or on an attached page. Specify planned objectives, major actions, and measurable results. If the project is on Park land, state the title and date of the planning document in which the need for the project is identified; otherwise, state the planning document or other evidence of critical resource threat or unmet need addressed by the project.</p>	

CCSP APPLICATION

(Continued)

7. Project Description: (a) Outline concisely the objectives and tasks need to complete the project. (b) For each **major** activity and **major** task, provide a timeline with proposed beginning and end dates. Please limit description to this space or not more than 100 additional words. (c) **Identify NPS activity**, such as staff expertise, equipment, supplies, etc.
8. State how appropriate expertise will be available to assure project completion in accordance with generally accepted standards:
9. **Planned Results:** Briefly list the tangible, measurable results or products (s) will be in place at the end of the project with this funding. Identify results or products in as measurable terms as possible. Examples: improvements made, research reports, peer-reviewed document.
10. **Applicant Assurance:** Stipulate your agreement to clearly identify the National Park Service and the Challenge Cost Share Program in signs, film, or published materials developed under the funding:

FY_____
Challenge Cost Share Program

Attachment D

BUDGET SUMMARY

Total the Budget Narrative financial and contribution data. Column 1 lists CCSP Federal funds. Column 2 lists non-federal contributions. Column 3 totals are the sum of lines 1 and 2. Column 4 [Federal Partners (N)] totals other Federal contributions to the project which cannot be applied as matching share. Note: Category 1.a. and 1.b is used only when NPS itself hires new personnel that work specifically for this CCSP project.

Budget Categories	1 CCSP Share (F)	2 Partners Share (C)	3 TOTAL CCSP (F) + (C)	4 Other Federal (if any)
a. Personnel	\$_____	\$_____	\$_____	\$_____
b. Fringe Benefits	\$_____	\$_____	\$_____	\$_____
c. Travel	\$_____	\$_____	\$_____	\$_____
d. Equipment	\$_____	\$_____	\$_____	\$_____
e. Supplies	\$_____	\$_____	\$_____	\$_____
f. Contractual	\$_____	\$_____	\$_____	\$_____
g. Construction	\$_____	\$_____	\$_____	\$_____
h. Other (explain)	\$_____	\$_____	\$_____	\$_____
i. Total Direct Costs (sum of a-h)	\$_____	\$_____	\$_____	\$_____
j. Indirect Charges	\$_____	\$_____	\$_____	\$_____
k. TOTALS (sum of i and j)	\$_____	\$_____	\$_____	\$_____

Note: Please check your math to ensure accuracy of totals.

Partner Project Manager:

 (Signature)

NPS Superintendent/Program Chief:

 (Signature)

FY ____
National Park Service
Challenge Cost Share Program
Project Completion Form

(Complete one form for each Project. Send completed form to NER CCSP Fund Manager.)

Project Name or Title:

Address:

Park/Trail/Resource Name:

Briefly describe the project products or results in measurable terms. Provide details and context so that project results and benefits can be publicized. (Attach a second page to this form if needed to adequately address this item.)

CCSP Project Total: \$ _____

Total CCSP Share: \$ _____ % of Total Project Cost _____

Total Partner(s) Share: \$ _____ % of Total Project Cost _____
 [Include non-Federal Partner(s) share only.]

Other Matching Share: \$ _____

List all Federal and non-Federal participating partners (organization names, and/or number and types of individuals):

Certification of Project Completion from Site Manager and Partner: I certify that the aforementioned project was successfully completed in a manner consistent with the stipulations of our CCSP application and agreement.

 Partner Project Manager's Signature

 Date

 NPS Superintendent/Program Chief's Signature

 Date

FY ____
National Park Service
Challenge Cost Share Program
Project Status Form

Project Name or Title:

Address:

Park/Trail/Resource Name:

State what planned results or deliverables have been completed:

Explain the reason(s) for delay:

CCSP funds expended: _____ Matching funds expended: _____

What results or deliverables remain to be completed:

What, if any, changes to results or deliverables are you requesting, and why:

Revised completion date: _____

Partner Project Manager's Signature

Date

NPS Superintendent/Program Chief's Signature

Date

National Park Service Challenge Cost Share Program GUIDANCE FOR BUDGET NARRATIVE

This Attachment presents guidance and examples of how to present information and calculations of estimated project costs under each budget category, and how to complete the Budget Summary (Attachment D). [This detail allows reviewers to verify that budget costs are reasonable, necessary, and allowable; and highlights unallowable costs, such as regular park employee salaries or wages.] The totals of each category are entered on the Budget Summary, Attachment F, as shown in these examples.

If your project is funded, the Budget Summary, together with the Project Summary and the project objectives, will become part of the funding agreement.

Show your calculations for each item of cost. (a) Following each line item, IDENTIFY EACH LINE ITEM by CCSP Federal share (**F**) ; non-federal share (**C**); or non-cost-sharing (**N**). "**N**" MEANS FEDERALLY FUNDED PARTNERS CONTRIBUTING PERSONNEL OR OTHER RESOURCES TO THE PROJECT, WHICH CANNOT BE "COUNTED" AS MATCHING SHARE. Identify (**N**) items separately on Attachment I (see last page of this Attachment for sample.

A. *Personnel*: This category identifies salaries and wages assigned to the project by the applicant. List personnel by job title and show method of computation, and total. Identify each item ("**F**"), ("**C**"), or ("**N**"). Remember to attach supporting documentation for computer or other equipment to be purchased and, if claimed, the Federal indirect cost approval.

Examples:

NPS Project Director, (N) \$30,000/year x 6 mo. x 50% of time = \$7,500
Secretary, (F), 9 months x \$25,000/year x 9 mo. x 50% of time = \$9,375
Volunteers laborers (C) 6 @ 120 hours x \$.4.75/hr = \$3,420

B. *Fringe Benefits*: This category lists fringe benefits on portions of salary assigned to applicant's staff assigned to the project. Only those benefits that are **not** included in the indirect cost pool may be shown here as direct costs. Show contributions to social security, employee insurance, etc.

Example:

Group Health Insurance (F) @ \$65/month x 8 employees or volunteers x 6 months = \$6,240

C. *Travel*: Detail local travel and out-of-town travel (travel requiring per diem) for staff, but not consultants' travel. For air travel, applicants should list the cost of coach-class tickets only. First-class seats will not be supported. Per diem rates may not exceed Federal cost limits unless the applicant is a university or local government with a written travel policy. Specify titles of person(s) traveling, purpose of the trip, how many people will be taking each trip; 2) how many days each person will be traveling; 3) the total subsistence (meals and lodging); and 4)

transportation costs such as airfare or mileage at 31 cents per mile for vehicles. Separate estimated local travel as shown.

Examples:

Out-of-Area Travel:

Project Director to 2-day NPS training program in Atlanta, (F), subsistence (meals and lodging) @ \$125/day x 2 days = \$250; round trip air fare = \$375; taxi = \$15; total = \$640

Local Travel:

Physical Anthropologist (F), \$60/month x 12 months @ 0.31/mile = \$223.20

D. *Equipment:* Itemize equipment needed for the project. Equipment is non-expendable property having a useful life of more than 2 years, and an acquisition cost of more than \$500 per unit.

Specify which equipment will be purchased and which rented or leased. If equipment is to be purchased, show **on an attached page** that the purchase will be less expensive than rental.

Computer purchase ALSO must be justified as to why it is needed **and** why existing computers available to the applicant cannot be used.

Examples:

Equipment rental for editing (C) estimated @ \$1,400

Lease computer for data base (N) @ \$78/mo x 10 months = \$780

E. *Supplies:* Provide a general description or identify items costing less than \$500 or have an estimated useful life of less than 2 years. Provide a basis for evaluation.

Examples:

General office supplies (F) @ \$75/year x 6 project staff = \$450

Computer diskettes (F), \$22/box x 10 boxes = \$220

F. *Contractual Fees:* This category covers fees and travel costs for consultants and experts. Include: 1) the name or type of consultant (if the consultant has not yet been chosen, the type of consultant is sufficient); 2) rate of compensation (daily or hourly rate); 3) number of days on the project; and 4) total consultation fee or honorarium (not including travel costs).

Examples:

Payroll Service (C) \$300/month x 12 months = \$3,600 (existing contract; selected by competitive proposal)

Audit costs (C), to be hired; CCSP portion estimated @ \$1,500 (existing contract; selected by competitive procedures)

Secretarial Service (Word Processing) (N) \$12/hour x 20 hours/wk x 45 weeks = \$10,800; Park Service agreement

G. **CONSTRUCTION:** Itemize using standard NPS forms, as applicable.

H. **OTHER:** List other necessary direct cost items that do not fit logically elsewhere. This category includes postage, printing, computer use charges, equipment rentals, telephone, postage, printing or photocopying, space rental costs, etc. "Miscellaneous," "overhead," and "contingency" are **not** acceptable budget items.

For printing/photocopying, specify the purpose of each cost.

Contributed space costs must be based on square footage and number of staff assigned to the project. Rent paid must be comparable to prevailing local area rents. If the applicant or a non-federal contributor owns the facility to be used, occupancy cost is limited to depreciation, or a use allowance based on the purchase price of the building.

Principal investigators who are not on applicant's staff are considered consultants. Consultant services must be procured competitively.

Examples:

Archeologist (C) @ \$150/day x 8 days = \$1,200, to be hired competitively
Telephone charges (C) @ \$22/month x 12 months x 6 lines = \$1,584
Photocopy (C), 500 copies of 30 page workbook @ \$.06/copy = \$5,000
Duplication of survey data forms, (C) 300 forms @ \$.05/copy = \$15

I. **INDIRECT COSTS:** These are costs that are incurred for common or joint objectives which cannot be identified readily with the (CCSP). Typical examples of indirect costs are the salaries of executive officers, the cost of operating and maintaining facilities, local telephone service, office supplies, and accounting services. If indirect costs are budgeted, ATTACH a copy of the letter from the cognizant Federal agency approving the rate to be used and the period for which the rate is approved.

RECOMMENDATION: After completing budget items, it is suggested that the applicant AND ITS PARTNERS, including NPS, examine and compare the budget items in relation to the chronological outline of major activities and tasks in the Application. This review should ensure that for all major activities and tasks described in the Application:

- personnel and other costs clearly and directly relate to the activities and tasks;
- all budget items are identified by (F), (C), or (N);
- necessary costs appear in the budget and are explained clearly in the Budget Narrative or an attached page; and
- budget items are calculated with sufficient clarity so a reviewer can verify cost allowability, relevance to the project, and reasonableness of costs.

Summarize your Budget Narrative information on Attachment E, BUDGET SUMMARY, as shown here, taken from the above examples. Total the Budget Narrative financial and contribution data. Column 1 lists CCSP Federal funds. Column 2 lists non-federal contributions. Column 3 totals are the sum of lines 1 and 2. Column 4 [Federal Partners (N)] totals other federal contributions which cannot be applied as matching share. You must attach supporting documentation for equipment purchases; and the current Federal indirect cost approval, if indirect costs are claimed: NOTE: Category (1)a. and (1)b. is used only when NPS itself hires new personnel specifically for this CCSP project.

Budget Categories	(1) CCSP Share (F)	(2) Partners Share (C)	(3) TOTAL CCSP (F) + (C)	(4) Federal Partners (N)
a. Personnel	\$ <u>9,375</u>	\$ <u>3,420</u>	\$ <u>12,795</u>	\$ <u>7,500</u>
b. Fringe Benefits	\$ <u>6,240</u>	\$ _____	\$ <u>6,240</u>	\$ _____
c. Travel	\$ <u>1,360</u>	\$ _____	\$ <u>1,360</u>	\$ _____
d. Equipment	\$ _____	\$ <u>1,400</u>	\$ <u>1,400</u>	\$ <u>780</u>
e. Supplies	\$ _____	\$ <u>620</u>	\$ <u>620</u>	\$ _____
f. Contractual	\$ _____	\$ <u>5,100</u>	\$ <u>5,100</u>	\$ <u>10,800</u>
g. Construction	\$ _____	\$ _____	\$ _____	\$ _____
h. Other (explain)	\$ _____	\$ <u>7,799</u>	\$ <u>7,799</u>	\$ _____
i. Total Direct Charges (sum of a-h)	\$ <u>15,615</u>	\$ <u>18,339</u>	\$ <u>33,954</u>	\$ <u>19,080</u>
j. Indirect Charges	\$ _____	\$ _____	\$ _____	\$ _____
k. TOTALS (sum of i and j)	\$ <u>15,615</u>	\$ <u>18,339</u>	\$ <u>33,954</u>	\$ <u>19,080</u>